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## Instructions for Hazards Teaching Aids<sup>1</sup>

### Develop a Prioritized Listing of Hazards

1. Identify the geographic area (Municipality) and facility name.
2. Develop a list of any hazards which have occurred in the facility to those already identified in your Local Emergency Management agency's Hazards Analysis.
3. **HISTORY** - Assign a rating number to each type of disaster listed on the basis of its history in the area/facility during the past ten years.
4. **POTENTIAL**- Assign a rating to each type of disaster on the basis of its possibility or probability in the area. Consider all factors, including past history, in your determination of the rating assigned. Factors might include: construction of new homes in low lying areas; increased airline traffic; the addition of industrial plants; increased traffic on streets and highways; possibilities of air and water pollution; civil disturbance situations; change in international situations; reduction of forests; increase in urbanization in farmlands, and upper portions of a watershed.
5. Add both HISTORY and POTENTIAL rating number to get a total.

### Rating Numbers

- 0 - *No disasters of this classification.*
- 1 - *One or two occurrences; slight damage; few persons involved; few problems; easily handled.*
- 2 - *Few occurrences; slight damage; few persons involved; some difficult problems; minor expense.*
- 3 - *Several occurrences; some major damage; many victims involved; several problems; major expense*
- 4 - *Frequent occurrences; extensive damage; large number of victims; many complex problems; very large expense.*

### Create A Capability Shortfall Matrix

1. Use the top seven of eight hazards and write them in along the left rows. Determine the five or six essential services essential for continuity of care and write them in along the top columns.
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2. In a meeting with the Planning Team, or the Emergency Preparedness Committee, create a brainstorming discussion where you collectively project what effects each particular hazard will have on each of the essential services. Write the percentages in the boxes corresponding to the hazard(s) and service(s).

### **Develop a "Cascading of Events" Audio-visual**

1. For each of your priority hazards, use the sample Cascading of Events audio-visual to create teaching aids that can be used to demonstrate how single events spill over to affect other systems.

### **Creating a Sample Risk Map**

1. Use the audio-visuals numbered "MEO 140-146" contained in this section. To create the sample risk map, you will need:
  - o 7 clear transparencies
  - o 6 transparencies of various colors
  - o Scissors and a X-acto knife
  - o Glue stick
2. Photocopy the "MEO 140-146" audio-visuals.
3. Photocopy MEO 140 onto a clear transparency.
4. For each of the other audio-visuals (MEO 141-146), lay a colored transparency over them, and cut out the pattern. Glue each of these patterns onto a clear transparency.
5. Use in your discussions with the Planning Team and Emergency Preparedness Committee.
6. Develop a Risk Map based upon your own municipality and for your facility.

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<sup>1</sup> Erwin, Charles, LaValla, Patrick, and Stoffel, Robert, **Community Emergency Management: Program Development and Strategies Manual**, Emergency Response Institute, Inc., 1993.

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